

**Topsfield Finance Committee
Minutes to the Meetings
March 7, 2011**

I. **Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 p.m. with Heidi Bond, Paul Dierze, Karen Dow, Kathy Hartmann, Stephen Lais, and Holger Luther present. Chairman of the Board of Selectmen Richard Gandt and Selectmen Eldon Goodhue, Nancy Luther, Martha Morrison, Laura Powers, Town Administrator Virginia Wilder and Secretary to the Board of Selectmen, Donna Rich were present. Also in attendance were Fire Chief Ron Giovannacci, Fire Department Captain Jennifer Collins-Brown, School Committee member Jeanine Cunniff, Heidi Fox, Jeff Gandt, and Jennifer Hunt. Fire Department Captain Charles Denault joined the meeting at 7:20 pm.

II. **Videotaping Notification:** Chairman Lyons advised all present that the meeting was being videotaped.

III. **Minutes:** A motion was made by Steve Lais to accept the 01/31/11 minutes as amended, seconded by Holger Luther, voted in favor 7-0. A motion was made by Holger Luther to accept the 02/14/11 minutes as amended, seconded by Steve Lais, voted in favor 6-0-1 with Kathy Hartmann abstaining. A motion was made by Steve Lais to accept the 02/28/11 minutes as amended, seconded by Holger Luther, voted in favor 7-0.

IV. **Fire Department Budget Presentation:** Fire Chief Ron Giovannacci presented the Fire Department's budget. He emphasized concerns regarding adequate staffing of all department shifts. Potential warrant articles were also discussed.

V. **Annual Town Meeting Warrant Review and Upcoming Meeting Schedule:** The Finance Committee will next meet on Monday, March 14, 2011 at 7:30 p.m. in the Proctor School Teacher's Lounge. The Committee will hold a joint meeting with the Board of Selectmen on Thursday, March 17, 2011 at 7:30 p.m., location to be announced. Subsequent meetings of the Committee will occur on March 28, 2011 and April 4, 2011 at 7:30 p.m. in the Proctor School Teacher's Lounge.

VI. **Budget Discussion:** The Committee reviewed a summary of Budget updates since the last Model Version. Some of the assumptions contained in the Model were also reviewed and discussed. Based upon these updated, the Committee then discussed the projected Budget Deficit.

VII. **Adjourn:** A motion was made by Holger Luther to adjourn at 9:10 p.m., seconded by Steve Lais, voted in favor 7-0.

Respectfully submitted,
Erica Clay